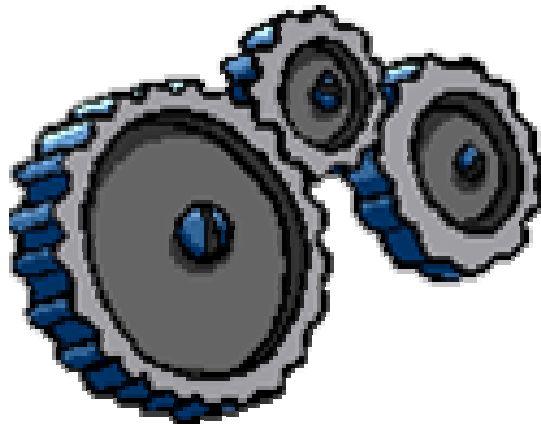


CHAPTER 7

The Flexible Group Form: FG-101

In This Chapter:

- Form Overview
- Form Relationship
- Form Completion Instructions
- Adding a Flexible Group
- Deleting a Flexible Group



CHAPTER 7: THE FLEXIBLE GROUP FORM

FG-001 FLEXIBLE GROUP

Form Type FG-001 SRN Z9999 Record 1 of 1

FLEXIBLE GROUP IDENTIFICATION

AQD Flexible Group ID Operator's Flexible Group ID

FG00011

Operator's Flexible Group Description

Operator's Emission Unit IDs

Operator's Additional Information ID

Display Additional Information Form Clear Additional Information ID

Ready

FORM OVERVIEW

The Flexible Group Form, FG-001, may be completed to define any group that is created for simplification of assigning regulations (e.g., stack parameters, emission limits, opacity limits, operational parameters, etc.) or for reasonably anticipated operational scenarios pursuant to Rule 213(8). Flexible groups may include emission units that have identical applicable requirements for controls, monitoring, etc. Any emission unit listed in a flexible group must be previously identified on an EU-003 form. Flexible groups created as part of an ROP can be created by the stationary source or the AQD and are fixed for the term of the permit. If you are renewing your ROP, a table that identifies any flexible groups that have been established for your source and the emission units contained in the flexible group can be found in Part D of your ROP. Examples of flexible groups include:

- Multiple coating lines with one emission limit or multiple lines each with the same limit.
- Multiple automotive plastic parts coating lines subject to Rule 632.
- Multiple emission units with common stack parameters or short-term emission limits.

Emission units entered on the EU-002 form (i.e., those exempt under Rule 281(h), 285(r)(iv), Rule 287(c), and Rule 290) DO NOT have to be included in a flexible group.

- Three 30 million Btu/hr natural gas boilers subject to New Source Performance Standard (NSPS), 40 CFR Part 60, Subpart Dc.
- Multiple trichloroethylene solvent cleaning tanks subject to the Halogenated Solvent Cleaning National Emission Standard for Hazardous Air Pollutants (NESHAP), 40 CFR Part 63, Subpart T.

Source-Wide Requirements – Do not use the FG-001 form to include source-wide requirements. Go directly to the Applicable Requirement form (AR-001) and follow instructions for reporting source-wide requirements.

**NEED
HELP?**

For assistance with identifying a flexible group, contact your AQD district office or the Clean Air Assistance Program at (800) 262-9278.

FORM RELATIONSHIP



Every emission unit identified on an EU-003 form will appear in a drop-down list on the FG-001 form. You can select emission units from this drop-down list to be included in a flexible group. Additionally, once a flexible group is created, all additional forms dealing with requirements common to all the emission units (AR-001, AR-002, MS-001, MS-002, MS-003) will now be associated with the flexible group, as opposed to each of the individual emission units within the flexible group (Figure 7-1).

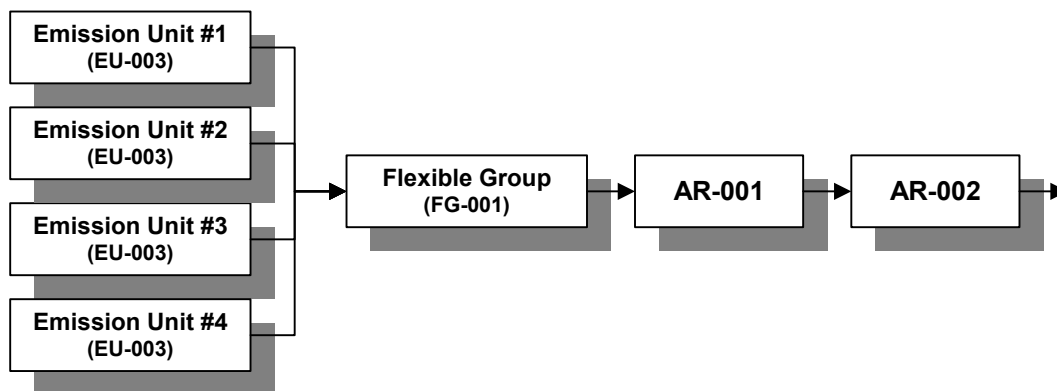


Figure 7-1: Flexible Group Diagram

FORM COMPLETION INSTRUCTIONS

If a flexible group was established in your existing ROP or if you would like to establish a flexible group, you will need to complete an FG-001 form. If a flexible group was not established in your existing ROP you do not have to complete this form. Step-by-step instructions on how to complete the required fields on the FG-001 form are provided on the following pages.

The top of the form displays the **Form Type** that is open (FG-001) as well as the facility's State Registration Number (SRN). This information is pre-filled and cannot be edited. In addition, a record counter, which identifies the form currently displayed appears in the upper-right corner. On this form, "Record 1 of 1" indicates that Flexible Group Form 1 of 1 is currently displayed on the screen. If more than one Flexible Group Form exists, the counter will keep track of the form displayed (e.g. Record 2 of 2). To move to a different form, use the arrow buttons on the tool bar, or click on the browse button (the cursor must be in the Flexible Group Identification area of the form to do this).

Flexible Group Identification

Form Type	FG-001	SRN	Z9999	Record 1 of 1
FLEXIBLE GROUP IDENTIFICATION				
1	AQD Flexible Group ID		2	Operator's Flexible Group ID
	FG00005			
3	Operator's Flexible Group Description			

- 1. AQD Flexible Group ID:** This is a unique ID assigned to the flexible group by the software. This number is automatically assigned and cannot be edited.
- 2. Operator's Flexible Group ID:** If a flexible group ID has already been established in your existing ROP or a previously issued Permit to Install, be sure to use that same ID in this field. If you are creating a new flexible group that has not been established in a permit, you will need to create your own ID. The flexible group ID must begin with an "FG" prefix plus any combination of up to 14 letters, numbers, or keyboard characters. Spaces are not allowed within the operator's ID. Make the flexible group ID specific and easy to associate with the flexible group it represents.
- 3. Operator's Flexible Group Description:** Enter a brief description of the equipment that makes up the flexible group. The description should include the reason for establishing the flexible group. If this flexible group was previously established in a permit you can use the description included in the permit.

Operator's Emission Unit IDs



Figure 7-2: Operator's Emission Unit ID Drop-down

4. **Operator's Emission Unit IDs:** Click on this field and a drop-down list containing all the operator's emission unit IDs created on the EU-003 form will appear (Figure 7-2). Select the first ID to be included in the flexible group.

After the first ID has been entered, add the other emission units to be included in the flexible group. Go to **Edit** on the menu bar and select **Add Emission Unit**. Another field will appear. Choose the second emission unit ID to be included in the flexible group. Each flexible group must contain at least two emission unit IDs.

Note: To delete an emission unit ID from a flexible group:

- (a) Select the ID to be deleted, it will be highlighted.
- (b) Choose **Edit** on the menu bar and select **Delete Emission Unit**.
- (c) The emission unit ID will be deleted from the flexible group.
- (d) Save the changes.
- (e) If the emission unit still exists, AR-001 form(s) must now be completed for the emission unit.

5. **Operator's Additional Information ID:** An Additional Information Form (AI-001) may be used to supplement any of the information required on this form. Click on the "Display Additional Information Form" button to associate this form with an AI-001 form. When you click on this button either a blank AI-001 form will be generated for you to complete or a display window that contains AI-001 forms that have been created and not linked to another form will appear. If the display window appears select one of the AI-001 forms that have already been created and click "OK" or choose "New" to generate a blank AI-001 form. Refer to Chapter 11 for instructions on how to complete the AI-001 form and create an Operator's Additional Information ID.

If an Operator's Additional Information ID appears in this field and you would like to view the AI-001 form associated with it, click on the "Display Addition Information Form" button. If you would like to break the link to this form, click on the "Clear Additional Information ID" button. Although the ID will be cleared, the AI-001 form will still exist and can be linked to another form or deleted. Refer to Chapter 11 for guidance on deleting an AI-001 form.



Figure 7-3: Activity Information Buttons

ADDING FLEXIBLE GROUPS

Use the following procedure to add a flexible group to your ROP application:

1. Choose **Edit** on the menu bar and select **Add Flexible Group Form**.
2. A blank FG-001 form will be generated.
3. Follow steps 1-5 of the Form Completion Instructions.

DELETING FLEXIBLE GROUPS

To delete a flexible group from your ROP application

1. Select the Flexible Group you want to delete.
2. Choose **Edit** on the menu bar and select **Delete Flexible Group Form**. A screen will appear that identifies the forms associated with the FG-001 form you wish to delete. These forms must be deleted before you can delete the FG-001 form.
3. Once you have deleted all the forms associated with the FG-001 form, delete the FG-001 form (repeat Steps 1 and 2 above).

Note: If there are no forms associated with the FG-001 form you want to delete, the FG-001 form will be deleted in Step 2. **You will need to complete new AR forms for each of the emission units that were in the flexible group that was just deleted from your application.**

- REMEMBER TO SAVE YOUR CHANGES! -

**NEED
HELP?**

For assistance with completing the FG-001 form, contact your AQD district office (see Appendix D) or the Clean Air Assistance Program at: (800) 662-9278.

